

**Briefing for Division Director Enrique Manzanilla  
Friday, February 17, 2017, Rm 9112**

**Suggested Agenda:**

1. Logistics
  - a. Laura Duchnak call Tuesday, February 21, 10 am, Rm 9312
  - b. Mayor's Meeting Wednesday, February 22, 2 pm, City Hall, Rm 201
2. Updates
  - a. Community Involvement
    - i. Feb. 8 Open House – community, elected officials, press
    - ii. Feb. 15 EJ Task Force meeting
    - iii. Community Liaison
    - iv. Communications Plan updated 2/16/17
    - v. Fact sheet re Brownfields grants
  - b. Technical evaluation
    - i. Statistical evaluation
    - ii. Sampling plan
3. Suggested Talking Points
4. Next steps

### **Suggested Talking Points – Laura Duchnak**

- Thank you for the heavy lifting on the February 8 Open House that reached over 200 people and garnered press coverage that got out the important facts about the Navy's good progress.
- This big turnout illustrates the high degree of community interest. Ongoing dialogue will help ensure that we bring the community along during the process.
- For example, during the debrief, we discussed the value of meeting with interested subgroups (e.g. Home Owners Association and tenants who interact with the public) before the next larger gathering. Given the high level of interest from the EJ Task Force and Greenaction, that would be another group to work with in advance.
- In addition, distributing revised posters and FAQ's through emails and web postings will help clarify confusion.
- Let's have a longer debrief session that will allow more thorough discussion of the meeting and strategies moving forward.

### **Suggested Talking Points – Mayor**

- EPA continues to work collaboratively with the Navy on community outreach and the technical evaluation.

**Email sent From:** Yogi, David on February 14, 2017 1:40 PM

To Kim Ostrowski and others who staffed the Feb. 8 Open House

Hi Everyone,

Just wanted to send a quick note to say congratulations on the significant community outreach accomplishment last week! I know that many of you worked long hours for many months on a complex topic under pressure...and the meeting itself was a high-intensity experience to say the least.

Over 200 people participated and got the opportunity to receive relevant factual information on a topic that concerns them. The crowd represented a spectrum of the segments of the local population, and press coverage captured the most important aspects of the meaningful work we're doing to ensure the community is kept safe. We heard feedback directly from participants with multiple perspectives, and it would be great in the next months to report back to the community to close the feedback loop, and, as we discussed in our dry runs and trainings, help community members feel that their voice had been heard.

Not only was the subject matter we conveyed complex, but the event itself was also complex. The meeting organizers did an excellent job preparing and executing the meeting, and the meeting format offered a variety of communications approaches to reach different types of audiences. This required parallel processing on many documents and projects, and I applaud the team for the close coordination. We learned a great deal from the multiple trainings on risk communications, and I could tell that the lessons learned help create more meaningful dialogue with the participants who talked with us.

I meant to say all this to the full group at the end of last Thursday's debrief, but since time was short, I didn't want to keep anyone from their flights. For those of you I didn't talk to in person last Thursday, I wanted to reach out in this email. We don't know what the future holds, but we do know that last week, we reached many local interested community members with facts and the opportunity for dialogue. I appreciate the great effort.

Best,

David